



**Evergreen Indiana**  
**2009 Annual Members Meeting Minutes**  
**May 13, 2009**

The 2009 Evergreen Indiana Annual Members Meeting was called to order at 2:00 p.m. at the Plainfield-Guilford Township Public Library, 1120 Stafford Road, Plainfield, Indiana, by Edra Waterman, Chair of the Executive Committee.

Present at the meeting were the following voting members: Adams Public Library System, Alexandria-Monroe Public Library, Bloomfield-Eastern Greene County Public Library, Brazil Public Library, Brownstown Public Library, Butler Public Library, Carnegie Public Library of Steuben County, Franklin County Public Library District, Fulton County Public Library, Greenwood Public Library, Hussey-Mayfield Memorial Public Library, Jackson County Public Library, Jay County Public Library, Jennings County Public Library, Kendallville Public Library, Ladoga Clark Township Public Library, Lebanon Public Library, Loogootee Public Library, Madison-Jefferson County Public Library, Melton Public Library, Monticello-Union Township Public Library, Mooresville Public Library, Noble County Public Library, North Webster Community Public Library, Odon-Winkelspleck Public Library, Otterbein Public Library, Plainfield-Guilford Township Public Library, Princeton Public Library, Shoals Public Library, Switzerland County Public Library, Thorntown Public Library, Union County Public Library and Waterloo Grant Township Public Library.

Present at the meeting were the following guests: Merle Gruesser, ENA, Karen Schneider, Equinox Software, Inc., and Jim Corridan, Wendy Knapp, Catherine Lemmer, Mike Peters and Jake Speers of the Indiana State Library.

The agenda was approved by unanimous consent.

**State Library Report: Ms. Lemmer:**

1. As of May 11, 2009, 27 of the 48 member libraries are live on Evergreen. Five member libraries were previously not automated and are currently cataloging their collections. Shoals Public Library will be the first of the non-automated libraries to go live. The libraries live on Evergreen serve 345,225 Indiana residents. (The 48 member libraries serve 536,253 residents.)
2. Upcoming migrations (5 in June, 5 in July, 12 in total by September, schools)
  - a. June 11: Huntingburg Public Library
  - b. June 25: Alexandria-Monroe Public Library, Waterloo Grant Public Library, Pike County Public Library and Kendallville Public Library
  - c. July 16: Andrews Dallas Township Public Library, Loogootee Public Library, Middletown Fall Creek Public Library, Milford Public Library and Washington Township Public Library.
  - d. September 10: Bloomfield Eastern Greene County Public Library and Mitchell Community Public Library.
  - e. The Indiana State Library will go live in the 4<sup>th</sup> quarter of 2009.

3. Ms. Lemmer also reported that the State Library is working on two additional pilot projects. One with the Department of Corrections and one with the K-12 Public Schools.

**IT/Technology Update: Mr. Deuschle & Mr. Peters:**

- Mr. Peters and Mr. Deuschle reported on the recent downtime on May 9 and May 11. The May 9 issues were fixed by Equinox and everyone was back up and running by 10:00 am. The May 11 issues were caused by Equinox finishing the Greenwood Public Library migration in the middle of the day.
- Slow response time: It was reported that many variables can cause slow response. Mr. Peters is working closely with ENA to ensure that Evergreen Indiana quality of service is implemented (EI Internet traffic first before You-Tube, for example) It is recommended that all staff computers running Evergreen software have at least 512 Mb RAM. In addition, approximately \$50,000 new hardware and software will be added to provide load balancing which will help the system handle large transactions and balance transactions to help prevent slowness. It is also recommended that each library check their routers to ensure EI quality of service and reconfigure the routers as needed.
- Mr. Peters and Mr. Deuschle gave the Members homework to help pinpoint response time issues – keep track of slow times and provide specifics to the Help Desk. The more specific the information, the better able they will be to solve any latency issues.
- A toll-free number (877-262-0025) was established to provide tech support.
- Version 1.6 will roll out in Indiana later this year.

**Executive Committee Ballot Results:**

The following member representatives were elected for the 2009-2012 term:  
Representing Class C libraries, Karen Niemeyer, Thorntown Public Library  
Representing Class B libraries, Kristie Harms, Madison-Jefferson County Public Library  
At-large member, Mary Reed, Jackson County Public Library

They join the following on the Executive Committee:  
Mary Hougland, Chair, Jennings County Public Library  
Edra Waterman, Immediate Past Chair, Plainfield-Guilford Public Library  
Kelly Ehinger, Secretary, Adams County Public Library System  
Kay Martin, Lebanon Public Library  
Sherri L. May, Brownstown Public Library  
Mary Rueff, Hussey-Mayfield Public Library

Ms. Waterman thanked the Executive Committee members for its work over the last year and welcomed the new members to the Executive Committee. Ms. Waterman then introduced the 2009-2010 Chair of the Executive Committee, Mary Hougland, Jennings County Public Library.

With no announcements from the floor, the first annual meeting of the members of Evergreen Indiana was adjourned at 2:30.

Respectfully submitted,

Kelly A. Ehinger, Secretary